

**Minutes of the Meeting of the Armstrong Hall Charitable Trust**  
held on Wednesday 8 May 2019  
in the Council Chamber at the Town Hall  
at 8.30pm

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Present: Angela Symonds (Chairman)  
Jayne Stansfield (Vice Chair)  
Benj Emmerson  
Guy Rawlinson  
Clare Fardell  
Chris Davies  
Maggie Tyrrell  
Eva Fielding  
Helen Harrison  
Clive Parkinson  
Pam Shipp  
Matthew Stringer  
Shirley Holloway

Louise Powell (Clerk to the Trust)  
Wendy Sydenham (Deputy Clerk)  
Hannah Cornford (Minutes)

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1. **Apologies for absence**

Ashley Bijster (work commitment)  
Bob Griffin (out of Thornbury)  
Martin Trueman (work commitment)

2. **To elect the Chairman for 2019/20**

34/19 Benj Emmerson proposed and Matt Stringer seconded that Angela Symonds take the position of Chairman. There were no other nominations so it was unanimously agreed.

3. **To elect the Vice Chairman for 2019/20**

35/19 Benj Emmerson proposed and Matt Stringer seconded that Jayne Stansfield take the position of Vice Chairman. There were no other nominations so it was unanimously agreed.

4. **To appoint the Chairman of the Management Committee**

36/19 Benj Emmerson proposed and Helen Harrison seconded that Shirley Holloway take the position of Chairman. There were no other nominations so it was unanimously agreed.

5. **To consider and approve the Minutes of the Meeting of the Trust on 11<sup>th</sup> April 2019 and any matters arising from those minutes not covered on the agenda**

37/19 The membership of the working group was discussed and it was noted that currently Clive Parkinson, Maggie Tyrrell, Shirley Holloway and Bob Griffin were the trustees on the group. It was agreed that Clive Parkinson is to chair the redevelopment working group.

38/19 The Clerk confirmed she had received no response from South Glos. Council regarding a pre-application letter. She would chase.

39/19 Benj Emmerson proposed and Jayne Stansfield seconded that the minutes were a true record. It was unanimously agreed they would be adopted.

6. **To receive an update from the Clerk on the Armstrong Hall Project Manager post and agree interview process.**

40/19 The clerk confirmed that 4 candidates were scheduled for interview in the next week.

7. **To receive an update on any urgent operational matters**

41/19 The Clerk reported that the feedback from the Arts Festival was very positive. The Armstrong Hall staff had managed the event well.

42/19 The Clerk reported that new caretaker was doing well